



**LEGAL NOTICE NO.....**

**THE HYDROLOGISTS ACT**

*(Cap. 372B)*

**THE HYDROLOGISTS (GENERAL)REGULATIONS, 2026**

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*Regulation.*

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## THE HYDROLOGISTS ACT

(Cap 372B)

IN EXERCISE of the powers conferred by section 35 of the Hydrologist Act, the Cabinet Secretary for Water, Sanitation and Irrigation makes the following Regulations—

### THE HYDROLOGISTS (GENERAL)REGULATIONS, 2026

#### PART I—PRELIMINARY

Citation.

1. These Regulations may be cited as the Hydrologists (General) Regulations, 2026.

Interpretation.

*Cap.372B.*

2. In these Regulations, unless the context otherwise requires—

“Act” means the Hydrologists Act;

“hydrologist” means a person whose name has been entered in the register under section 18(1) of the Act;

“hydraulic structure” means a structure installed in a natural or man-made waterway which is submerged or partially submerged in any body of water, which disrupts, obstructs, impounds, diverts or stops the natural flow of water;

“hydrography” means the science of surveying and charting bodies of water including seas, lakes and rivers;

“hydrological report” means a written documentation submitted by a registered hydrologist or consultant hydrologist or a person registered under section 18 of the Act describing the status of water resources in a particular area including sources, extent, quantity, quality, hydraulic properties, drainage characteristics and abstractions;

“hydrological study” means hydrometry, hydrography, research, survey, investigation, the generation of information products to quantify the hydrological cycle and any other study of hydrology;

“hydrological works” means any hydrological study, activity, task, project or other situation in which a registered hydrologist or consultant hydrologist or a person registered under section 18 of the Act is engaged in a professional capacity;

“hydrometry” means monitoring of the components of the hydrological cycle including measurement of flow characteristics and water levels of surface waters;

“relevant authority” means the Hydrologists Registration Board, Hydrological Society of Kenya, or any other institution recognised by the Board.

“temporary registration” refers to a registration of a person who is not ordinarily resident in Kenya who has been issued with a certificate of registration for purposes of executing hydrology services or hydrological works for a defined period of time, and who holds a valid license issued by the Board; and

“water resource” means any lake, pond, swamp, marsh, stream, watercourse, estuary, aquifer, artesian basin or other body of flowing or standing water, whether above or below the ground including sea water and trans-boundary waters within the territorial jurisdiction of Kenya.



## PART II—REGISTRATION

Hydrological assistant.

**3.** (1) A person who wishes to be registered as a hydrological assistant shall apply to the Board for registration in FORM HRB01 set out in the First Schedule.

(2) An application under subregulation (1) shall be accompanied by—

- (a) the application fee set out in the Third Schedule;
- (b) certified copies of a diploma certificate or equivalent qualification in hydrology from a polytechnic or college recognized in Kenya and other documents as set out in FORM HRB01; and
- (c) proof of practical experience in the field of hydrology, hydrometry or hydrography for a period of not less than three years of such nature as to satisfy the Board as to the applicant's competence to practice as a hydrological assistant.

(3) A hydrological assistant may—

- (a) collect, observe and gauge hydrometric data;
- (b) processing of hydrometric data;
- (c) maintain of hydrometric stations and instruments; and
- (d) assist registered hydrologists and consultant hydrologists in installation of hydrometric stations.

(4) A registered hydrological assistant shall perform work in the hydrology profession under the supervision and control of a hydrologist or consultant hydrologist or person issued with a temporary registration.

Hydrologist.

**4.** (1) A person who wishes to be registered as a hydrologist shall apply for registration in FORM HRB02 set out in the First Schedule.

(2) An application under subregulation (1) shall be accompanied by—

- (a) the application fee set out in the Third Schedule;
- (b) certified copies of degree or postgraduate diploma certificate in hydrological sciences from an institution recognized in Kenya and other documents as set out in FORM HRB02; and
- (c) proof of practical experience in the hydrology field for a period of not less than two years preceding the application.

Consultant hydrologist.

**5.** (1) A person who wishes to be registered as a consultant hydrologist shall apply for registration in Form HRB03 set out in the First Schedule.

(2) An application under subregulation (1) shall be accompanied by—

- (a) the application fee set out in the Third Schedule;



(b) certified copies of degree or postgraduate diploma certificate in hydrological sciences from an institution recognized in Kenya;

(c) certified copies of the documents set out in FORM HRB03; and

(d) proof of practical experience for at least seven years or such a period determined by the Board as a hydrologist registered under the Act.

**6.** (1) Pursuant to section 13 and 36 of the Act, a person who wishes to be registered as a graduate hydrologist shall apply for registration in Form HRB04 set out in the First Schedule.

(2) An application under subregulation (1) shall be accompanied by—

- (a) the application fee set out in the Third Schedule;
- (b) certified copies of degree or postgraduate diploma certificate in hydrological sciences from an institution recognized in Kenya; and
- (c) certified copies of the documents set out in FORM HRB04.

**7.** (1) An eligible person may apply for registration by in FORM HRB05 set out in the First Schedule.

(2) An application under subregulation (1) shall be accompanied by—

- (a) the application fee set out in the Third Schedule;
- (b) certified copies of certificates and such other documents as set out in FORM HRB05;
- (c) proof that the applicant is not ordinarily resident in Kenya;
- (d) proof of registration as a hydrologist or consultant hydrologist or equivalent from the country where the applicant ordinarily resides;
- (e) a certified copy of a valid practicing license and valid professional membership as a hydrologist from the country where the applicant ordinarily resides; and
- (f) proof of the applicant's work or employment record prior to entering Kenya and details of hydrological projects and activities that the applicant has been involved for the preceding three years.

**8.** The Board shall evaluate applications for registration under these Regulations using the criteria set out in Second Schedule.

**9.** (1) The Board shall issue a person who qualifies for registration as a hydrological assistant, hydrologist or consultant hydrologist, as the case may be, or a qualified person who had applied for temporary registration, with a certificate of registration.



(2) A certificate of registration issued under sub regulation (1) shall be valid for as long as the applicant's name remains on the register of members kept and maintained by the Registrar.

### **PART III—LICENSING**

Annual practicing licence.

**10.**(1) A person who intends to practice as a registered hydrological assistant, hydrologist, consultant hydrologist or a person issued with a temporary registration shall apply for an annual practicing licence from the Board

(2) An application under subregulation (1) shall be—

- (a) in FORM HRB06 set out in the First Schedule; and
- (b) a non-refundable fee set out in the Third Schedule.

(3) The Board shall review an application for an annual practicing certificate and if the application is successful, issue the applicant with a license.

(4) Where the Board rejects the application for an annual practicing license, the Board shall notify the applicant of the rejection and give written reasons for the rejection.

Renewal of annual practicing licence.

**11.**(1) A person issued with an annual practicing licence under regulation 9(3) may apply to renew an annual practicing licence after one year from the date of being issued with the annual practicing license.

(2) An application under subregulation (1) shall be accompanied by—

- (a) FORM HRB07 as set out in the First Schedule
- (b) the application fee set out in the Third Schedule;
- (c) copy of the previous annual practicing licence; and
- (d) evidence of having attained minimum points prescribed by a continuing professional development policy developed by the Board.

Changes in particulars.

**12.**A person who has been issued with a certificate of registration or an annual practicing licence shall inform the Board, in writing, of any change in the particulars of the person in respect of the certificate or licence within thirty days after the change occurs.

Publication of persons restored to or removed from register.

**13.**The Registrar shall cause to be published in the *Gazette* the name of any person restored to or removed from the Register in accordance with section 14(2) of the Act bi-annually.

Fees.

**14.**A hydrological assistant, hydrologist, and consultant hydrologist licensed under the Act shall charge a minimum fee set out in the Third schedule.

### **PART IV—HYDROLOGICAL STUDIES AND REPORTS**

Hydrological works.

**15.**(1) hydrological works, surveys, investigations, reports or other situations of a hydrological nature or that has potential or actual impact on the hydrology of a site, area or region, shall be done,



carried out, prepared, undertaken, overseen or written by a person licensed under the Act.

(2) The activities listed in subregulation (1) shall not have legal authority to proceed or be implemented until a Hydrological report prepared, signed, dated and stamped by a licensed hydrologist or consultant hydrologist or a person registered under section 18 of the Act is submitted to and certified by the Board.

(3) The Board, a member, or staff of the Board shall not be personally or collectively liable for any omission, negligence or error contained in any hydrological report prepared by a hydrologist or consultant hydrologist or a person registered under section 18 of the Act.

(4) A hydrologist or consultant hydrologist or a person registered under section 18 of the Act intending to carry out designs of hydraulic structures or hydrological works shall undertake hydrological study, prepare and submit a hydrological report to the Board for certification before the project commences.

(5) The report submitted under subsection (2) shall be submitted in physical and electronic form as prescribed in FORM HRB08 in the First Schedule accompanied by the fee prescribed in the Third schedule.

(6) The Board may require a person submitting the report under subsection (2) to submit to the Board a copy of the raw data used in the development of the report in an electronic form.

(7) A person submitting a hydrological report may request the Board not to disclose information they deem as intellectual property by filling FORM HRB09 and submitting to the Board.

(8) Upon receipt of the application described under subsection (6) of these regulations, the Board shall hold such information in confidence.

(9) The Board under direction of court of law shall disclose such information as directed.

Hydrological  
Reports

**16.(1) Each hydrological study or report shall—**

- (a) comply with the guidelines issued as set out in the Eighth Schedule;
- (b) be signed and dated by the licensed hydrologist or consultant hydrologist or a person registered under section 18 of the Act who prepared the report; and
- (c) stamped by the official stamp of the hydrologist or consultant hydrologist or a person registered under section 18 of the Act who prepared the report.

(2) The Board shall receive and review the hydrological report submitted under subregulation (1) and certify with or without conditions, reject or issue comments in writing to the applicant within a period not exceeding sixty days.



(3) A certified report shall bear a unique number assigned by the Board and shall be accompanied by a letter.

(4) The Board shall have the power to enter and inspect sites and projects where hydrological works including

- (i) hydrological studies are, or were, undertaken by persons licensed under the Act
- (ii) compliance of standards and professional ethics;
- (iii) hydrological reports were approved by the Board.

(5) The Board may order the total or temporary stoppage, cessation or closure of any hydrological works under (4) until all conditions under () are satisfied.

(6) In exercising its power under subregulation (4) above, member or staff of the Board, or any other person authorized by the Board, shall have unfettered access to a site, data, drawings, reports or any other information required by the Board.

(7) In the event of denial of access required under subregulation (6) above, the Board may exercise its powers under subregulation (5).

(8) Failure by any person to comply with the orders of the Board under subregulation (5) and (7) commits an offence and shall on conviction be liable to a fine not exceeding one million shillings or imprisonment for a term not exceeding six months, or both.

## **PART V —HYDROLOGICAL PROGRAMS AND INSTITUTIONS**

Recognition of academic programmes.

Equipment for hydrological works.

**17.**Pursuant to Section 4 (1) (d) of the Act, the Board shall carry out recognition of hydrological programmes in accordance with the Fifth Schedule.

**18.**(1) The Board may in consultation with relevant institutions, review the equipment being used in hydrological research, investigations, surveys and training.

(2) The Board shall identify and maintain a register all equipment used in hydrological works.

(3) The register shall include details including—

- (a) type of the equipment;
- (b) equipment specifications;
- (c) year of manufacture;
- (d) last calibration date; and
- (e) name of the owner of the equipment.

(4) The Board shall in reviewing the equipment in subregulation (3) take into account the following factors—

- (a) technology of equipment
- (b) accuracy of the equipment
- (c) availability and accessibility of the equipment



(5) The Board may recognize expert who offer calibration of equipment utilized for hydrological works.

(6) The Board may lease out equipment for hydrological works to registered hydrologist or consultant hydrologist or a person registered under section 18 of the Acts at a fee.

(7) Equipment shall be leased at a fee of ten percentum of the hydrological works.

## **PART VI—COORDINATION OF RESEARCH, INVESTIGATIONS AND SURVEYS**

Mobilization of resources.

**19.(1)** The Board shall mobilize resources to support hydrological research, investigations and surveys.

(2) The Board may undertake hydrological research, investigations and surveys either on its own or through engagement of another relevant stakeholder.

(3) The Board may enter into contracts with any stakeholders to support effective delivery of its mandates.

(4) The Board may support technical training, practical demonstrations, acquisition, sharing of equipment utilized for hydrological research, investigations and surveys.

(5) The Board may require a person undertaking or have undertaken research in hydrological field to furnish it with the report and data utilized in the analysis.

Standardization of hydrological equipment.

**20.(1)** The Board shall establish designated calibration centers to support standardization of hydrometric equipment.

(2) The Board may require an operator of any equipment utilized in a hydrological works to submit the equipment and its specifications to the Board for a calibration test.

(3) A person requiring an equipment to undergo calibration test shall apply to the Board using FORM HRB13as set out in the Seventh Schedule.

(4) Every owner or operator of any equipment utilized in a hydrological works shall ensure their equipment undergo and pass calibration test at centers designated by the Board annually.

(5) The Board shall issue a certificate for equipment that pass the calibration test.

(6) The Board may in undertaking its functions under (3) and designate calibration qualified expert testing centre to undertake those functions on behalf of the Board.

(7) A designated calibration expert testing centre shall ensure that it has taken out an insurance cover against third-party risks that may arise from damage occasioned during calibration testing.

(8) The Board shall comply with national and international guidelines and best practices in relation to standardization of hydrological equipment.



(9) Equipment utilized for hydrological works shall not cause environmental pollution.

(10) A registered hydrologist or consultant hydrologist or a person registered under section 18 of the Act shall only operate equipment issued with a calibration certificate accredited by the Board.

(11) Failure by any person to comply with the orders of the Board under subregulation (2) commits an offence and shall on conviction be liable to a fine not exceeding one million shillings or imprisonment for a term not exceeding six months, or both.

Collaboration and partnership.

**21.(1)** The Board may collaborate with other bodies or organizations in development of programs and facilities for advancement of hydrology and hydrologists.

(2) The Board may collaborate with manufacturers, stockist and operators of equipment utilized for hydrological works for technological advancement and skills transfer.

(3) The Board may partner with other organizations to undertake continuing professional development training, investigations and research.

(4) The Board may seek membership and accreditation with other relevant bodies.

(5) The Board may collaborate with developers of hydrological software and equipment for the advancement of hydrology.

## **PART VII—CONTINUING PROFESSIONAL DEVELOPMENT**

Continuing professional development.

**22.(1)** Pursuant to section 4(a) and (b) of the Act, the Board shall develop and implement continuing professional development courses, programmes, and strategies for hydrologists in accordance with the Sixth Schedule.

(2) The Board shall implement a Continuing Professional Development Policy to guide the implementation of a structured, dynamic, and continuing professional training and development programme for hydrologists.

(3) For purposes of implementing continuing professional development under the Act, the Board may—

(a) design, organise, and provide continuing professional development programmes directly;

(b) arrange or coordinate continuing professional development activities; and

(c) accredit suitably qualified professionals as continuing professional development trainers or resource persons for purposes of administering continuing professional development.

(d) A person intending to be accredited as a continuing professional development trainer or resource person shall apply to the Board using Form HRB12 prescribed in the Sixth Schedule.



(4) Any persons accredited under subsection 3(c) shall deliver continuing professional development activities as approved by the Board and shall not independently offer or award continuing professional development activities or credits.

(5) The standards, qualifications, procedures, and conditions for the accreditation, renewal, suspension, or withdrawal of accreditation of continuing professional development trainers shall be in accordance with the Sixth schedule.

(6) The requirements, procedures, and criteria relating to continuing professional development and accreditation of trainers shall be in accordance with the Sixth Schedule under these Regulations.

## **PART VIII—OFFICIAL DOCUMENTS**

Identification documents.

**23.**(1) The Board shall issue an official identification card to each registered hydrologist or consultant hydrologist or a person registered under section 18 of the Act upon payment of the fee prescribed in the Third Schedule.

(2) Each registered hydrologist or consultant hydrologist or a person registered under section 18 of the Act shall be required to obtain and use in the course of professional work an official stamp which shall contain the—

- (a) the name of the hydrologist or consultant hydrologist or a person registered under section 18 of the Act and the name under which the hydrologist or consultant hydrologist or a person registered under section 18 of the Act does business;
- (b) the registration number of the hydrologist or consultant hydrologist or a person registered under section 18 of the Act;
- (c) the address of the place of ordinary business of the hydrologist or consultant hydrologist or a person registered under section 18 of the Act.

(3) (1) A hydrologist or consultant hydrologist or a person registered under section 18 of the Act shall, in the ordinary course of duty or business, be required to carry the official identification card and produce it when required to do so by the Board or the person being offered professional services by the hydrologist or consultant hydrologist or a person registered under section 18 of the Act.

(4) The Board shall provide an online register for verification of registered and licensed persons under the Act.

Identification documents issued to hydrology professionals with temporary registrations.

**24.**(1) The Board shall issue, upon the payment of the fee, to each person issued with a certificate of temporary registration with an official identification card which shall contain the—

- (a) name of the person registered under section 18 of the Act;



- (b) date on which the person was issued with a certificate of temporary registration;
- (c) date on which the certificate of temporary registration expires;
- (d) registration number assigned to the person registered under section 18 of the Act; and
- (e) address in Kenya of the person registered under section 18 of the Act;

(2) A person issued with a certificate of temporary registration shall, in respect of any hydrological studies or reports that the person may prepare, sign and date such report and attach a signed statement setting out the information contained in subregulation (1).

(3) A report submitted under subsection (20) shall be co-signed by a registered hydrologist or consultant hydrologist and shall be accompanied by proof of knowledge and technology transferred by a person registered under section 18 of the Act.

Loss,  
destruction or  
mutilation of  
documents.

**25.**(1) The holder of a document issued by the Board under the Act or these Regulations shall notify the Board, as soon as practicable and in any case not later than fourteen days from the date of the loss, destruction or mutilation of the document.

(3) The Registrar shall issue a duplicate of a document issued by the Board under the Act or these Regulations upon the—

- (a) in the case of a lost document, a police report in respect of the loss;
- (b) in the case of a defaced document, return of the defaced document; and
- (c) payment of the fee prescribed in the Third Schedule.

## **PART IX—GENERAL PROVISIONS**

Exemptions.

**26.**(1) Pursuant to section 36 of the Act, the Cabinet Secretary may, upon the recommendation of the Board, grant exemptions to person or class of persons in specified hydrology disciplines, occupations or employment, from having to comply with any or all the provisions of this Act, if the person is a Kenyan citizen who has made notable contribution to the practice and development of hydrology.

(2) The Board may request such certificates, documents or other information that it considers necessary to inform its decision for exemption.

(3) The Board shall require that any person or class of persons that it considers for exemption to comply with all other conditions as may be prescribed by these Regulations.

(4) The Board shall grant exemptions for a period not exceeding twelve months.

(5) All exemption periods shall expire on the 31st December of that particular calendar year in which the exemption was granted.



(6) The Board may, with the approval of the Cabinet Secretary and subject to new information or unfolding situations or conditions and without the need to give reasons, declare any exemption earlier granted to be null and void.

(7) Any person exempted under (1) shall be issued with exemption certificate.

Complaints.

**27.**(1) Any person, including a registered hydrologist, consultant hydrologist, a person registered under section 18 of the Act, or a member of the public, may lodge a complaint with the Board alleging—

- (a) professional misconduct
- (b) unprofessional or unethical conduct; or
- (c) breach of the Code of Conduct and Ethics for Hydrology Practice by a person registered under the Act.

(2) A complaint may be submitted in writing to the Registrar in the form prescribed by the Board.

(3) Upon receipt of a complaint, the Registrar may acknowledge receipt in writing and place the complaint before the Board for consideration.

(4) The Board may conduct a preliminary review of the complaint to determine whether—

- (a) the complaint falls within its mandate; and
- (b) there are sufficient grounds to warrant further inquiry.

(5) Where the Board determines that a complaint is frivolous, vexatious, or outside its mandate, it may decline to proceed and inform the complainant in writing, giving reasons.

(6) Where the Board determines that a complaint warrants further inquiry, it may establish an ad hoc Inquiry Committee to consider and inquire into the complaint.

(7) The Inquiry Committee may consist of such members as the Board considers appropriate, including persons with relevant professional expertise in hydrology.

(8) The Inquiry Committee may regulate its own procedure, subject to the Act and these Regulations.

(9) Prior to the commencement of inquiry proceedings, the Registrar may notify the person whose conduct is under inquiry, in writing, of—

- (a) the substance of the complaint;
- (b) the matters to be considered; and
- (c) the opportunity to submit a written response within a specified period.

(10) The person whose conduct is under inquiry may submit a written response and any supporting documentation to the Inquiry Committee.



(11) In conducting an inquiry, the Inquiry Committee may—

- (a) invite the complainant or the respondent to provide further information;
- (b) receive written statements or documents;
- (c) invite any person to appear before it to provide information; and
- (d) consider any material it considers relevant to the inquiry.

(12) The inquiry may be conducted in a manner that is informal but consistent with the principles of fairness, natural justice, and administrative due process.

(13) Where a person declines to participate in the inquiry, the Inquiry Committee may proceed to consider the matter on the basis of the information available to it.

(14) Upon completion of the inquiry, the Inquiry Committee may prepare and submit to the Board a written report setting out—

- (a) the issues considered;
- (b) the findings of the inquiry; and
- (c) any recommendations.

(15) Upon consideration of the report of the Inquiry Committee, the Board may—

- (a) determine that no misconduct has been established
- (b) dismiss the complaint; or
- (c) take such disciplinary action as is permitted under the Act.

(16) Any disciplinary action taken by the Board may include—

- (a) issuance of a warning or reprimand;
- (b) suspension of registration for a specified period; or
- (c) cancellation of registration.

(17) The Board may communicate its decision in writing to the complainant and to the person against whom the complaint was made.

(18) The Registrar may maintain records of complaints, inquiries, reports, and decisions of the Board in such manner as the Board may determine.

Review and  
appeal  
mechanisms

**28** (2) A person or institution aggrieved by a decision, determination, directive, or resolution of the Board made under the Act or these Regulations may, within fourteen (14) days of being notified of the decision, apply to the Board for review of that decision.

1. An application for review under paragraph (1) shall be made in writing to the Registrar and shall specify the grounds upon which the review is sought.



2. Upon receipt of an application for review, the Board shall consider the application and make a determination within sixty (60) days.
3. The Board may, upon review—
  - (a) confirm the decision;
  - (b) vary or set aside the decision; or
  - (c) issue such directions as it considers appropriate.
4. The decision of the Board on review shall be communicated to the applicant in writing and shall state the reasons for the decision.
5. A person or institution shall exhaust the internal review mechanism provided under this regulation before lodging an appeal or instituting proceedings before a court of law.
6. Where the Board fails to make a determination within the period specified under paragraph (3), the applicant may pursue an appeal or other legal redress in accordance with the Act and any other written law.

Official titles.

**29** (1) The official prefixes for registered practitioners will be 'Hyd'.

(2) The prefix 'Hyd' will appear immediately before the official name of a person registered under section 18(1) and (3) of the Act.

(3) A person registered under section 18(2) of the Act shall assume the title 'Hydrological Assistant' upon registration.

(4) A person registered under section 18(1) of the Act shall assume the title 'Hydrologist' upon registration.

(5) A person registered under section 18(3) of the Act shall assume the title 'Consultant Hydrologist' upon registration.

(6) A person may apply to the Board for conferment of a title specified in section 28(1).

(7) The Board shall confer the applicant a title 'Hyd' if registered and licensed under the Act.

(8) Any person using the prefix 'Hyd' without the approval of the Board shall be guilty of an offence and will be liable upon conviction to a fine not exceeding one million shillings or imprisonment for a term not exceeding six months, or both.

Transitional provisions.

**30** (1) A person who owns or is in custody of a hydraulic structure constructed or hydrological works implemented prior to the coming into effect of these Regulations shall submit a hydrological report to the Board for review and advisory.

(2) In reviewing the Hydrological reports, the Board shall collaborate with the relevant stakeholders.

(3) The advisory of the Board may require the person described under regulation (1) to take necessary remedial actions.



(4) The hydrological report under subregulation (1) shall be submitted within one year of coming into effect of these Regulations.

(5) A person who fails to comply with subregulation (1) and (3), commits an offence and shall on conviction be liable to a fine not exceeding one million shillings or imprisonment for a term not exceeding six months, or both. not exceeding shillings for a term not exceeding.

(6) Six months after the of the commencement of these Regulations, no person shall practice unless the person is a holder of an annual license.

(2) (1) An institution that, at the commencement of these Regulations, is offering a hydrological programme shall, within twelve (12) months of the commencement date, apply to the Board for recognition of the programme in accordance with regulation 2(1) using FORM HRB 11.

(2) A hydrological programme existing at the commencement of these Regulations may continue to operate during the transitional period specified under subparagraph (1), subject to compliance with the Act and any interim directions issued by the Board.

(3) Where an institution fails to apply for recognition within the transitional period, the programme shall be deemed unrecognised for purposes of the Act, and graduates of the programme shall not be eligible for registration under the Act until recognition is granted.

(4) The Board may, during the transitional period, grant conditional or provisional recognition to an existing hydrological programme, subject to such terms and timelines as it may determine.

Code of  
Conduct and  
Ethics for  
Hydrology  
Practice.

**31** All persons registered under the Act shall adhere to and uphold the Code of Conduct and Ethics for Hydrology Practice as stipulated in the Ninth schedule.



## FIRST SCHEDULE

FORM HRB01

### HYDROLOGISTS REGISTRATION BOARD

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P.O BOX 51224-00100  
NGONG ROAD  
MAJI HOUSE  
NAIROBI

#### APPLICATION FOR REGISTRATION AS A HYDROLOGICAL ASSISTANT (To Be Completed by the Applicant in Block Letters)

Surname.....

Other Names.....

Title ((Prof., Dr., Mr., Mrs., Miss)

.....  
Date of Birth ..... ID/Passport No.....

Gender    Male     Female

Any form of disability No     Yes

If yes, Specify.....

Nationality.....

Postal Address.....

Telephone.....

Email Address.....

Academic Qualifications.....

Professional Qualifications .....

Discipline.....

Name of Employer and Address.....

#### EDUCATION

University/College/School	Country	From	To	Higher Diploma Received	National Diploma	Month and Year

Note: - The application must be accompanied by two colored passport size photos, copies of HSK Membership, Diploma certificate or equivalent qualification in hydrology from a polytechnic or college recognized in Kenya, transcripts, National ID/Card or Passport all duly certified by a Commissioner of Oaths/Magistrate whose names and address are fully displayed on the official rubber stamp. Also provide details of postal, physical and email address of the university attended and the last place of employment.



**SPECIAL/OTHER QUALIFICATIONS:**

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**MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:**

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\*Attach proof of membership.

**EXPERIENCE:**

I submit below a chronological history of my practical experience including the name and address of each company/institution and description of each position held. (A separate sheet may be used if necessary). This should be certified by one of the referees named below.

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**REFEREES:**

1. Name: ((Prof., Dr., Mr., Mrs., Miss). ....)
2. Occupation>Title .....
3. Company/Institution .....
4. Postal Address .....
5. Telephone .....
6. Mobile.....
7. Fax.....
8. Email Address .....
9. Name: ((Prof., Dr., Mr., Mrs., Miss)

..... Occupation>Title

.....

Company/Institution .....

Postal Address



.....Telephone.....

Mobile.....Fax.....Email

Address .....

Name: (Prof., Dr., Mr., Mrs., Miss)

.....Occupation/Title

.....

Company/Institution .....

Postal Address .....

Telephone .....

Mobile.....Fax.....Email Address

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At least one person named as a referee must be a registered Hydrologist or Consultant Hydrologist possessing a valid practicing license.

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and original banking slip forwarded to the Registrar, Hydrologists Registration Board.

I hereby attach my non-refundable registration fee of Ksh..... (Amount in figures)  
..... (Amount in words) payable to the Hydrologists Registration Board.

I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act, 2017 and the Hydrologists Regulations, 2021 and understood that, if registered, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant.....Date.....



## FORM HRB02

HYDROLOGISTS REGISTRATION BOARD  
THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P.O BOX 51224-00100  
NGONG ROAD  
MAJI HOUSE  
NAIROBI

### APPLICATION FOR REGISTRATION AS A HYDROLOGIST (To Be Completed by the Applicant in Block Letters)

Surname..... Other.....  
Names..... Title ((Prof., Dr., Mr.,  
Mrs., Miss) .....)  
Date of Birth ..... ID/Passport No.....  
Gender    Male     Female   
Any form of disability No..... Yes.....  
If yes, Specify.....  
Nationality..... Postal  
Address.....  
Telephone.....  
Email Address.....  
Academic Qualifications.....  
Professional Qualification.....  
Discipline.....  
Registration No.....  
Name of Employer and Address.....

#### EDUCATION:

University/College/School	Country	From	To	Post graduate Diploma/ Degree Received	Month and Year

**Note**—The application must be accompanied by two colored passport size photos, copies of HSK Membership, degree or post graduate certificate in hydrological sciences, transcripts, National ID/Card or Passport all duly certified by a Commissioner of Oaths whose names and address are fully displayed on the Rubber Stamp. Also provide details of postal, physical and email address of the university/college attended and the contact



person at the institution and the last place of employment.

**SPECIAL/OTHERQUALIFICATIONS:**

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**MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:**

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\*Attach proof of  
membership.

**EXPERIENCE:**

I submit below a chronological history of my practical experience including the name and address of each company and description of each position held. (A separate sheet may be used if necessary). This should be certified by one of the referees named below.

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**REFEREES:**

1. Name: (Prof., Dr., Mr., Mrs., Miss) .....  
Occupation/Title .....  
Company/Institution .....  
Postal Address .....  
Telephone ..... Mobile .....  
Fax ..... Email Address .....
2. Name: (Prof., Dr., Mr., Mrs., Miss) .....  
Occupation/Title .....  
Company/Institution .....  
Postal Address .....  
Telephone ..... Mobile .....  
Fax ..... Email Address .....
3. Name: ((Prof., Dr., Mr., Mrs., Miss) .....  
Occupation/Title .....  
Company/Institution .....  
Postal Address .....  
Telephone ..... Mobile .....  
Fax ..... Email Address .....



The Board may require that at least one person named as a referee must be a Registered Hydrologist or Consultant Hydrologist possessing a valid practicing license.

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

1. I hereby attach my non-refundable registration fee of Ksh. .... (Amount in figures).....  
(Amount in words) payable to the Hydrologists Registration Board.
2. I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act, 2017 and understood that, if registered, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant.....Date.....



FORM HRB03

(r.6(1))

HYDROLOGISTS REGISTRATION BOARD  
THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P.O BOX 51224-00100  
NGONG ROAD  
MAJI HOUSE  
NAIROBI

**APPLICATION FOR REGISTRATION AS A CONSULTANT HYDROLOGIST**  
(To Be Completed by the Applicant in Block Letters)

Surname..... Other Names.....

Title ((Prof., Dr., Mr., Mrs., Miss) .....

Date of Birth ..... ID/Passport

No..... Gender    Male     Female

Any form of disability No..... Yes.....

If yes,

Specify.....

Nationality.....

Postal Address.....

Telephone.....

Email Address.....

Academic Qualifications.....

Professional Qualification.....

Discipline.....

Registration No.....

Name of Employer and Address.....

**EDUCATION:**

University/College/School	Country	From	To	Post Graduate Diploma/ Degree Received	Month and Year

**Note**—The application must be accompanied by two colored passport size photos, copies of HSK Membership, degree or post graduate certificate in hydrological sciences, transcripts, National ID/Card or Passport all duly certified by a Commissioner of Oaths whose names and address are fully displayed on the Rubber Stamp. Also provide details of postal, physical and email address of the university/college attended and the contact person at the institution and the last place of employment.

**SPECIAL/OTHERQUALIFICATIONS:**

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**MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:**

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\*Attach proof of  
membership.

**EXPERIENCE:**

I submit below a chronological history of my practical experience including the name and address of each company and description of each position held. (A separate sheet may be used if necessary). This should be certified by one of the referees named below.

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#### REFEREES:

Name: (Prof., Dr., Mr., Mrs., Miss) .....  
Occupation/Title .....  
Company/Institution .....  
Postal Address ..... Telephone ..... Mobile .....  
Email Address .....  
Name: (Prof., Dr., Mr., Mrs., Miss) ..... Occupation/Title  
.....  
Company/Institution .....  
Postal Address .....  
Telephone .....  
Mobile ..... Fax ..... Email Address  
.....  
Name: ((Prof., Dr., Mr., Mrs., Miss) ..... Occupation/Title  
.....  
Company/Institution .....  
Postal Address .....  
Telephone .....  
Mobile ..... Fax ..... Email  
Address .....

The Board may require that at least one person named as a referee must be a Registered Hydrologist or Consultant Hydrologist possessing a valid practicing license.

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

I hereby attach my non-refundable registration fee of Ksh. .... (Amount in figures) ....(Amount in words) payable to the Hydrologists Registration Board.

I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act, 2017 and understood that, if registered, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant..... Date.....



## FORM HRB04

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P. O. BOX 51224-00100 NGONG ROAD  
MAJI  
HOUSE  
NAIROBI

### APPLICATION FOR REGISTRATION AS A GRADUATE HYDROLOGIST

(To Be Completed by the Applicant in Block Letters)

Surname.....

..... Other

Names.....

Title ((Prof., Dr., Mr., Mrs., Miss)

..... Date of Birth

..... ID/Passport No.....

Gender Male

Female

Any form of disability No..... Yes.....

If yes,

Specify.....

Nationality.....

..... Postal

Address.....

Telephone.....

Email

Address.....

Academic

Qualifications.....

Professional

Qualification.....

Discipline.....

..... HSK Registration

No.....

Name of Employer and Address.....

#### EDUCATION:

University/College/School	Country	From	To	Diploma/ Degree Received	Month and Year

**Note**—The application must be accompanied by two colored passport size photos, copies of HSK Membership, certified copy of Degree certificate, transcripts, National ID/Card or Passport all duly certified by a Commissioner of Oaths whose names and address are fully displayed on the Rubber Stamp. Also provide details of postal, physical and email address of the university/college attended and the contact person at the institution and the



last place of employment.

**SPECIAL/OTHERQUALIFICATIONS:**

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**MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:**

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\*Attach proof of

membership.

**EXPERIENCE:**

I submit below a chronological history of my practical experience including the name and address of each company and description of each position held. (A separate sheet may be used if necessary). This should be certified by one of the referees named below.

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**REFEREES:**

Name: (Prof., Dr., Mr., Mrs., Miss) .....

Occupation/Title .....

Company/Institution .....

Postal Address .....

Telephone ..... Mobile.....

Fax..... Email Address .....

Name: (Prof., Dr., Mr., Mrs., Miss) ..... Occupation/Title

Company/Institution ..... Postal Address  
..... Telephone

..... Mobile ..... Email  
Address .....

Name: ((Prof., Dr., Mr., Mrs., Miss) .....

Occupation/Title .....

Company/Institution .....

Postal Address .....

Telephone ..... Mobile.....

Fax..... Email Address .....

At least one person named as a referee must be a registered Hydrologist or Consultant



Hydrologist possessing a valid practicing license.

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

1. I hereby attach my non-refundable registration fee of Ksh. .... (Amount in figures) .... (Amount in words) payable to the Hydrologists Registration Board.
2. I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act, 2017 and understood that, if registered, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant..... Date.....



FORM HRB05

(r.7(1))

**HYDROLOGISTS REGISTRATION BOARD**

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P. O. BOX 51224-00100 NGONG ROAD  
MAJI HOUSE NAIROBI.

**APPLICATION FOR TEMPORARY REGISTRATION**

*(To Be Completed by the Applicant in Block Letters)*

Application for Registration as a Hydrologist  Consultant Hydrologist

Surname..... Other

Names.....

Title (Prof., Dr., Mr., Mrs., Miss) .....

Date of Birth ..... ID/Passport No.....

Gender Male .....Female.....

Any form of disability

No.....Yes.....

If yes,

Specify.....

Nationality.....

Postal Address.....

Telephone.....

Email Address.....

Academic Qualifications.....

Professional Qualification.....

Discipline.....

Registration No.....

Name of Employer and Address.....



#### EDUCATION:

University/College/School	Country	From	To	Post Graduate Diploma/ Degree Received	Month and Year

**Note:** - The application must be accompanied by two coloured passport size photos, copies of degree or post graduate certificate in hydrological sciences, transcripts, National ID/Card or Passport all duly certified by a Commissioner of Oaths whose names and address are fully displayed on the Rubber Stamp. Also provide details of postal, physical and email address of the university attended and the contact person at the institution and the last place of employment.

#### SPECIAL/OTHER QUALIFICATIONS:

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#### MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:

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\*Attach proof of membership.

#### EXPERIENCE:

I submit below a chronological history of my practical experience including the name and address of each company and description of each position held. (A separate sheet may be used if necessary). This should be certified by one of the referees named below.

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**REFEREES:**

1. Name: (Prof., Dr., Mr., Mrs., Miss) .....  
Occupation/Title .....  
Company/Institution .....  
Postal Address .....  
Telephone ..... Mobile ..... Fax .....  
Email Address .....
  
2. Name: ((Prof., Dr., Mr., Mrs., Miss) .....  
Occupation/Title ..... Company/Institution .....  
Postal Address ..... Telephone .....  
Mobile ..... Fax .....  
Email Address .....
  
3. Name: (Prof., Dr., Mr., Mrs., Miss) .....  
Occupation/Title .....  
Company/Institution .....  
Postal Address ..... Telephone .....  
Mobile ..... Fax ..... Email Address  
.....

At least two persons named as referees must be a Registered Hydrologist or Consultant Hydrologist possessing a valid practicing license.

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

1. I hereby attach my non-refundable registration fee of Ksh..... (Amount in figures)..... (Amount in words) payable to the Hydrologists Registration Board.
  
2. I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act, 2017 and understood that, if registered, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant..... Date.....



FORM HRB06

(r.10(2))

HYDROLOGISTS REGISTRATION BOARD

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P. O. BOX 51224-00100 MAJI HOUSE  
NGONG ROAD NAIROBI

**APPLICATION FOR ANNUAL PRACTICING LICENSE**

(To Be Completed by the Applicant in Block Letters)

APPLICATION FOR PRACTICING LICENSE as a Hydrologist Assistant  Hydrologist  
 Consultant Hydrologist  Temporary Registration

HRB Registration No. ....

Full Name.....

Nationality..... County.....

ID/Passport No..... Pin No.....

Firm/Individual.....

Postal Address.....

Telephone No..... Mobile No.....

Fax No..... Email.....

Applicant Qualification.....

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.....

Experience in Hydrology.....

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.....

*\*Attachments (HRB Registration Certificate /Previous Practicing License/Valid HSK Practicing Certificate)*

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

1. I hereby attach my non-refundable annual renewal fee of Ksh..... (Amount in figures)  
(Amount  
in words) payable to the Hydrologists Registration Board.
2. I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act, 2017 and understood that, if licensed, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant..... Date.....



FORM HRB07

(r.11(1))

HYDROLOGISTS REGISTRATION BOARD

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P. O. BOX 51224-00100 MAJI HOUSE  
NGONG ROAD NAIROBI

**APPLICATION FOR RENEWAL OF ANNUAL PRACTISING LICENSE**  
(To Be Completed by the Applicant in Block Letters)

APPLICATION FOR RENEWAL as a Hydrologist Assistant  Hydrologist   
Consultant Hydrologist

HRB Registration No. ....

Full Name .....

Nationality..... County.....

ID/Passport No..... Pin No.....

Firm/Individual.....

Postal Address.....

Telephone No..... Mobile No.....

Email.....

Applicant Qualification.....

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Experience in Hydrology.....

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CPD Points Attained.....

*\*Attachments (Copy of HRB Registration Certificate, Copy of Previous Practicing License, Valid HSK Annual Subscription Certificate)*

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

I hereby attach my non-refundable annual renewal fee of Ksh.....(Amount in figures)

..... (Amount in words)  
payable to the Hydrologists Registration Board.

I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act, 2017 and understood that, if licensed, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant..... Date.....



FORM HRB08

## **HYDROLOGISTS REGISTRATION BOARD**

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P. O. BOX 51224 -00100  
NGONG ROAD  
MAJI HOUSE  
NAIROBI.

Application Reference No. (For Official Use): .....

### **APPLICATION FOR CERTIFICATION OF A HYDROLOGICAL REPORT** (To be completed by the applicant in Block Letters)

#### **PART A: APPLICANT DETAILS (LICENSED PROFESSIONAL/ FIRM)**

Applicant Type:  Individual Registered Hydrologist  Consultant Hydrologist  Temporary Hydrologist

Full Name (as per HRB register): .....

HRB Registration No.: .....

Valid Practicing license No: .....

Firm Name (if applicable): .....

HSK Membership / Certificate No.: .....

National ID / Passport No.: .....

KRA PIN: .....

Postal Address: .....

Physical Address: .....

Telephone: .....

Email: .....

Project Team (attach additional sheet if necessary):

Name	Role (Lead/Reviewer/Analyst/Other)	Qualification	HRB Reg. No. (if any)	Signature

#### **PART B: CLIENT / PROPONENT DETAILS**

Client/Proponent Name .....

(Person/Firm/Agency): .....

Contact Person: .....

KRA PIN (if applicable): .....

Postal Address: .....

Telephone: .....



Email: .....

#### PART C: REPORT DETAILS

Report Title: .....

Project Name (if different from title): .....

Report Type / Purpose: .....

Date of Report: .....

Objective and scope of project: .....

Geographic Area / Site Name: .....

County: .....

Sub-County / Ward: .....

Report Category (tick all that apply):  Flood estimation / flood risk  Catchment yield / water availability/abstraction  Hydrologic design (spillway/culvert/drainage)  Stormwater / urban drainage  Dam safety / dam break  Hydrology for EIA/ESIA  Other (specify) .....  
Other category (specify): .....

Project Location Coordinates (use WGS84; attach map if necessary):

Point/Feature	Latitude	Longitude	Description

#### PART D: ATTACHMENTS CHECKLIST

Tick the attached documents to this application:

- Copy of HRB Registration Certificate
- Copy of valid HRB Practicing License (current year)
- Copy of valid HSK certificate/membership
- Signed and stamped report in soft copy (USB/CD/Email as directed by HRB)
- Data summary (stations used, periods, sources)
- Model files / spreadsheets / computations (as applicable)
- Maps (location map, catchment map)
- Payment proof (banking slip/receipt)
- Any other supporting documents (specify) .....

Other supporting documents (specify): .....

#### PART G: PAYMENT DETAILS

Certification fee (KES): .....

Mode of payment: .....

Date of payment: .....



#### PART H: DECLARATION BY THE APPLICANT

I, the undersigned, certify that the hydrological report submitted for certification was prepared under my supervision and is, to the best of my knowledge, accurate, complete, and based on acceptable hydrological practice. I confirm that my HRB registration and practising licence are valid and that I take professional responsibility for the contents of the report. I consent to the Hydrologists Registration Board verifying any information provided.

Name	Signature and Date

Official Stamp (if applicable): .....



FORM HRB09:

## HYDROLOGISTS REGISTRATION BOARD

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P.O BOX 51224-00100  
NGONG ROAD  
MAJI HOUSE  
NAIROBI

### APPLICATION FOR NON-DISCLOSURE OF INFORMATION

#### PART A — PARTICULARS OF THE APPLICANT

1. Full Name / Firm Name:

.....

2. Registration Category (tick as applicable):

- Hydrologist
- Consultant Hydrologist
- Temporary Hydrologist

3. Registration Number (if applicable):

.....

#### PART B — PARTICULARS OF HYDROLOGICAL REPORT

4. Title of Hydrological Report:

.....

5. Date of Submission to the Board:

.....

#### PART C — INFORMATION REQUESTED TO BE NON-DISCLOSED

6. Information requested to be held in confidence (tick as applicable):

- Raw hydrological data
- Models, methodologies, or calculations
- Proprietary datasets
- Analytical tools or simulations
- Other (specify): .....

7. Brief description of the information requested to be held in confidence:

.....

#### PART D — DECLARATION

I declare that the information identified constitutes intellectual property or proprietary information. I understand that the Board may use the information for certification and regulatory purposes and may disclose it where required by law or by order of a court of competent jurisdiction.

#### PART E — SIGNATURE

Name: .....

Signature: .....

Date: ..... Official Stamp (where applicable)



## **SECOND SCHEDULE**

*(r(7))*

### **1. DETERMINATION OF PROFESSIONAL QUALIFICATIONS AND COMPETENCE**

- 1.1 The Board shall study and affirm Professional Qualifications and Competence of all persons and firms applying for registration by the Board.
- 1.2 Subject to Section 18 (4) of the Act, the Board shall administer an interview to ascertain qualifications for professional competence leading to registration of a hydrological assistant, hydrologist, consultant hydrologist and person registered under section 18 of the Act.
- 1.3 Subject to Section 18 (4) of the Act, the Board may require an applicant for registration as a hydrologist or consultant hydrologist or a person registered under section 18 of the Act to furnish it with proof of good conduct from the relevant authorities mandated to provide such information.
- 1.4 The Board shall administer professional interviews.
- 1.5 Professional interviews shall be conducted in English.
- 1.6 Board shall require that all original and certified copies of certificates, design drawings, design calculations and any other relevant documentation shall be presented during professional interviews.
- 1.7 Information of the date, time and venue of the professional interview shall be given to the candidates not later than fourteen (14) days
- 1.8 The Board shall inform the candidates of the decision for consideration for registration or otherwise within seven (7) days following the interview.



### THIRD SCHEDULE

#### HYDROLOGISTS REGISTRATION BOARD

#### FEES PAID FOR REGISTRATION AND LICENSING 3(2)(a), 4(2)(a), 5(2)(a), 6(2)(a), 9(2)(b), 10(2)(b), 13, 22(1), 24(3)

Table 1: Registration and Licensing Fees

Category	Registration Fee (Ksh.)	Annual License/Renewal/ subscription Fee/ (Ksh.)
Hydrological Assistant	5,000	5,000
Graduate Hydrologist	5000	4000
Hydrologist	10,000	10,000
Consultant Hydrologist	20,000	20,000
Temporary Registration	150,000	150,000
Accreditation of CPD trainers	10,000	10,000
Hydrologists ID	2,000	
Sticker (optional)	2,000	-
Replacement Fee per License / Certificate/ Hydrologists ID	2,000	-
Search /Extract fee per folio	500	-
Reinstatement fee	5,000	-



## FOURTH SCHEDULE

r.14(5)

### **Basis for calculation of fees payable to the board and to registered hydrological assistant, hydrologist, consultant hydrologist and a person registered under section 18 of the Act**

#### **1. Fees payable to the Board**

- 1.1 On presentation of a hydrological report by the client to the Board for approval, the Board shall charge a fee based on a percentage of the total cost of works.
- 1.2 The client shall pay a fee of 0.1% of the total cost of the works to the Board.

#### **2. Payment Rates based on Time-Basis payable to persons licensed under the Act**

- 2.1 When the project cost cannot be estimated in advance, a suitable charging mechanism is a time charge for registered hydrological assistant, hydrologist, consultant hydrologist and a person registered under section 18 of the Act engaged in the works. The standardized rates are tabulated in Table 2.

Table 2: Rates for Registered hydrological assistant, hydrologist, consultant hydrologist and a person registered under section 18 of the Act based on Time-Basis.

<b>CATEGORY</b>	<b>MINIMUM RATES (Ksh.)</b>		
	<b>HOURLY</b>	<b>DAILY</b>	<b>MONTHLY</b>
CONSULTANT HYDROLOGIST	4,375	35,000	735,000
TEMPORARY REGISTRATION	2,625	21,000	441,000
HYDROLOGIST	2,625	21,000	441,000
HYDROLOGICAL ASSISTANT	875	7,000	147,000

- 2.2 These fees are computed as a percentage of the cost of the works.
- 2.3 The daily rates are based on hourly rates multiplied by 8 Working Hours, while the monthly rates are based on the daily rate multiplied by 168 Working Hours.
- 2.4 When calculating amount chargeable on a time basis, a registered hydrologist or consultant



hydrologist or a person registered under section 18 of the Act will be entitled to include recoverable expenses plus 10% top up for all expenses incurred by him or her, on behalf of the client, in rendering professional services in connection with the performance of the services.

2.5 The rates are exclusive of Value Added Tax.

### **3. Percentage Fees based on the Total Cost of Works payable to persons licensed under the Act**

3.1 Alternatively, a lump sum or percentage of cost of hydrological works may be agreed upon as payment to the registered professional hydrologist.

Table 3: Percentage Charges on the Basis of Cost for Projects for Hydrological works

<b>Cost of Works in Ksh</b>	<b>Minimum Fees as % of Cost of Works</b>	
	<b>New Works</b>	<b>Existing Works</b>
20,000,000 and below	10.00	12.00
From 20,000,000 to 40,000,000	8.50	10.00
From 40,000,000 to 80,000,000	7.50	9.75
From 80,000,000 to 160,000,000	7.00	8.75
From 160,000,000 to 240,000,000	6.50	7.75
From 240,000,000 to 320,000,000	6.00	7.10
From 320,000,000 to 400,000,000	5.50	6.60
From 400,000,000 to 480,000,000	5.00	6.20
From 480,000,000 to 640,000,000	4.80	5.90
From 640,000,000 to 800,000,000	4.60	5.50
From 800,000,000 to 1,200,000,000	4.40	5.20
From 1,200,000,000 to 1,600,000,000	4.30	5.10
From 1,600,000,000 to 2,000,000,000	4.20	5.05
Over 2,000,000,000	4.10	5.00



- 3.2 These fees are computed as a percentage of the cost of the works.
- 3.3 The amount paid will vary with changes in the cost of the project.
- 3.4 The rates are exclusive of Value Added Tax.
- 3.5 A person or firm registered under the Act shall recover the following expenses from the client:
  - (a) Travelling expenses for the conveyance of the registered hydrologist or consultant hydrologist or a person registered under section 18 of the Act Hydrologist and/or his/her staff members;
  - (b) Travelling time on the basis of rate set out in Table 2 for time spent on travelling in connection with the project. The maximum chargeable time shall be 8 hours a day.
  - (c) Accommodation and subsistence allowance incurred by the registered hydrologist or consultant hydrologist or a person registered under section 18 of the Act or his/her staff members.
  - (d) Agreed cost of preparing the project documents such as maps, drawings, contract documents, tender documents and manuals, excluding general correspondence and contractual reports.



**FIFTH SCHEDULE**  
*r.16(1)*  
**RECOGNITION OF HYDROLOGICAL PROGRAMMES**

1. (1) Pursuant to section 4(1)(d) of the Act, the Board shall recognise hydrological programmes offered by colleges, universities and training institutions accredited or recognized by legally mandated institutions for purposes of professional practice under the Act.  
  
(2) A hydrological programme recognised under this Schedule shall consist of a distinct and identifiable curriculum recognised by the institution as a single academic entity and capable of independent evaluation by the Board.  
  
(3) All options, tracks, or specialisations within a hydrological programme shall comply with the recognition requirements prescribed by the Board.  
  
(4) The title and stated objectives of a hydrological programme shall accurately reflect its hydrological content and scope of training and any material change to the title, curriculum, or scope of a recognised programme shall be subject to prior notification to, and approval by, the Board.  
  
(5) An institution offering a recognised programme shall ensure that graduates of the programme meet the academic, professional, and ethical competency standards prescribed by the Board for purposes of eligibility for registration under the Act.  
  
(6) Recognition of a hydrological programme shall be granted for a specified period not exceeding five years and may be subject to review by the Board.
2. (1) An accredited institutions offering hydrological programme shall seek recognition of their programmes by submitting to the Board a request using FORM HRB10 signed by the head of the institution or an equivalent authorised officer, together with—
  - (a) the objectives of the programme, its relevance to national water resources development and management, and a detailed curriculum.
  - (b) details of academic staff, including qualifications, professional experience, and registration status under the Act, where applicable.
  - (c) information on training facilities, including laboratories, field equipment, hydrological data systems, libraries, and information and communication technology infrastructure; and  
(2) An application for recognition shall be submitted not less than six months prior to the commencement of the programme, and all submissions and correspondence shall be in English.  
  
(3) The Board shall review the submitted documentation to determine compliance with the minimum recognition requirements and, where satisfied, may conduct a recognition visit within thirty days from the date of application.



3. (1) For purposes of recognition, the Board may appoint a visiting team comprising registered hydrologists and other relevant experts, subject to the conflict-of-interest provisions under these Regulations.

(2) A recognition visit may include evaluation of programme governance, staffing, curriculum delivery, laboratory and field training, student assessment methods, research activities, and exposure to professional practice.

(3) The visiting team shall submit a written report to the Board identifying areas of compliance, strengths, weaknesses, and matters requiring improvement.

(4) Upon consideration of an application for recognition, the supporting documentation, and the report submitted under subparagraph (3), the Board may—

(a) grant full recognition for a period not exceeding five years.

(b) grant limited recognition subject to specified conditions and timelines; or

(c) decline, suspend, or withdraw recognition where the prescribed standards are not met.

(5) The decision of the Board under this paragraph shall be communicated to the institution in writing and shall include the reasons for the decision.

(6) An institution aggrieved by a decision of the Board under this Schedule may apply for review in accordance with the review and appeal mechanisms provided under the Act and these Regulations.

(7) Where recognition is denied or granted on a limited basis, an institution may apply for an early revisit upon demonstrating substantive corrective action.

(8) For purposes of the Act, recognition of hydrological programmes shall be based on minimum criteria including—

(a) programme design and relevance to hydrology and water resources management.

(b) curriculum content covering mathematics, basic sciences, surface and groundwater hydrology, hydrometeorology, water quality, hydrological data acquisition and analysis, modelling, climate and environmental considerations, and supervised field training.

(c) adequacy and professional competence of academic staff, including registration with the Board where applicable.

(d) availability and suitability of training facilities, laboratories, field equipment, and hydrological data systems.

(e) duration and structure of training consistent with standards prescribed by the Board; and

(f) existence of an effective quality assurance system to ensure attainment of programme outcomes and continuous improvement.

**FORM HRB10****HYDROLOGISTS REGISTRATION BOARD**

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P.O. BOX 51224 – 00100  
NGONG ROAD, MAJI HOUSE  
NAIROBI

**APPLICATION FOR RECOGNITION OF A HYDROLOGICAL PROGRAMME****PART A — PARTICULARS OF THE INSTITUTION**

1. Name of Institution:  
.....
2. Type of Institution (tick as applicable):  
 University  
 College  
 Training Institution
3. Accrediting / Supervising Authority  
.....
4. Postal Address:  
.....
5. Physical Address:  
.....
6. Email Address:  
.....
7. Telephone Number:  
.....

**PART B — PARTICULARS OF THE PROGRAMME**

8. Title of Hydrological Programme:  
.....
9. Level of Programme (tick as applicable):  
 Certificate  
 Diploma  
 Degree  
 Postgraduate Diploma  
 master's degree  
 Other (specify): .....
10. Duration of Programme:  
.....
11. Date of Commencement (or Proposed Commencement):  
.....
12. Objectives of the Programme and Relevance to National Water Resources Development and Management:  
.....



## **PART C — CURRICULUM AND ACADEMIC STAFF**

13. Curriculum Submitted (tick as applicable):

Yes  No

14. Academic Staff Attached (tick as applicable):

- Names and qualifications
- Professional experience
- Registration status under the Hydrologists Act (where applicable)

## **PART D — TRAINING FACILITIES AND INFRASTRUCTURE**

15. Laboratories and Practical Training Facilities (describe briefly):  
.....

16. Field Equipment and Field Training Arrangements:  
.....

17. Hydrological Data Systems, Software, and Analytical Tools:  
.....

18. Library, Learning Resources, and Access to Reference Materials:  
.....

19. Information and Communication Technology Infrastructure:  
.....

## **PART E — DECLARATION BY THE INSTITUTION**

I, the undersigned, being the head of the institution or an authorised officer, hereby declare that—

- (a) the information provided in this application is true and accurate;
- (b) the institution is duly accredited by a legally mandated authority;
- (c) the hydrological programme meets the minimum academic, professional, and ethical standards prescribed by the Board; and
- (d) the institution undertakes to comply with all terms and conditions imposed by the Board relating to recognition of the programme.

Name:  
.....

Designation:  
.....

Signature:  
.....

Date:  
.....

Official Stamp of Institution



## **SIXTH SCHEDULE**

*r21(1)*

### **CONTINUING PROFESSIONAL DEVELOPMENT**

#### **1.0 Continuing professional development**

1.1 Pursuant to sections 4 and 20 of the Hydrologists Act, 2017, the Board shall develop, approve, regulate and implement Continuing Professional Development (CPD) programmes for hydrologist or consultant hydrologist or a person registered under section 18 of the Act.

1.2 Participation in CPD shall be mandatory for all practicing hydrologist or consultant hydrologist or a person registered under section 18 of the Act as a condition for renewal of an annual practicing licence.

#### **2.0 CPD Points Requirements**

2.1 Every practicing hydrologist or consultant hydrologist or a person registered under section 18 of the Act shall obtain a minimum of fifty (50) CPD points in every calendar year.

2.2 A hydrology professional shall obtain—

- (a) a minimum of thirty (30) CPD points in the first year following commencement of these Regulations; and
- (b) a cumulative total of seventy (70) CPD points within two (2) consecutive calendar years.

2.3 A hydrological assistant shall earn half of the CPD points prescribed for hydrologists or consultant hydrologist or a person registered under section 18 of the Act and shall obtain a maximum of twenty-five (25) CPD points per calendar year.

2.4 A graduate hydrologist shall be exempted from CPD points requirements.

2.5 Where a hydrological assistant, hydrologist or consultant hydrologist exceeds the annual requirement of fifty (50) CPD points, a maximum of twenty-five (25) excess CPD points may be carried forward.

2.6 A hydrological assistant, hydrologist or consultant hydrologist who fails to obtain sufficient CPD points shall not be eligible for renewal of an annual practicing license.

2.7 Where a hydrological assistant, hydrologist or consultant hydrologist fails to meet CPD requirements or submit CPD returns for two (2) consecutive years, the Board may issue a notice requiring compliance.

2.8 A hydrological assistant, hydrologist or consultant hydrologist whose practicing license has not been renewed shall be required to obtain sixty (60) CPD points within one (1) year.

#### **3.0 Records and Submission of CPD Returns**

3.1 Every practicing hydrological assistant, hydrologist or consultant hydrologist shall submit an annual return of CPD activities in Form HRB11 not later than 31st December of each year.



3.2 Failure to submit CPD returns shall result in denial of renewal of the annual practicing license.

3.3 The Board shall assess CPD submissions within twenty-one (21) days.

#### **4.0 Recognized CPD Activities and CPD Points**

4.1 The Board shall recognize structured and unstructured CPD activities as prescribed in the First Schedule.

#### **CPD ACTIVITIES AND CPD POINTS**

<b>No.</b>	<b>CPD Activity</b>	<b>CPD Points Awarded</b>	<b>Maximum Points per Year</b>
1)	Attendance at conferences	5 per conference	10
2)	Presentation at conferences	10 per presentation	20
3)	Facilitator/Coordinator/Chair/Rapporteur	7 per activity	14
4)	HRB Annual Conference attendance	5 per day	10
5)	Presentation at HRB Conference	10 per presentation	15
6)	Day-to-day hydrology work	2 per activity	10
7)	Seminars/Workshops/Trainings (physical)	5 per activity	5
8)	Online participation	1 per activity	4
9)	Special lectures	1 per lecture	3
10)	Keynote speaker	10 per activity	20
11)	Presenter/Panelist	3 per activity	6
12)	Technical Working Groups	5 per period	10
13)	Private practice activities	2 per activity	10
14)	Short courses	5 per course	10
15)	Certificate courses	5–10 per course	10
16)	Diploma courses	15 per course	15
17)	Postgraduate studies	20–25 per year	25
18)	Peer-reviewed publications	5–10 per publication	10
19)	Community Social Responsibility	5 per activity	10
20)	Certified hydrological reports	10 per report	30



## **5.0 Accreditation of Continuing Professional Development Trainers**

5.1 Pursuant to regulation 20(5) and (6), the Board shall accredit suitably qualified professionals as Continuing Professional Development trainers for purposes of delivery of Board-approved Continuing Professional Development activities.

5.2 A person seeking accreditation as a Continuing Professional Development trainer shall —

- (a) be a registered assistant hydrologist, hydrologist, consultant hydrologist, a person registered under section 18 of the Act or a professional in a related discipline recognised by the Board.
- (b) possess relevant academic qualifications and professional experience in the subject area of training; and
- (c) satisfy such additional requirements as may be prescribed by the Board.

5.3 An application for accreditation as a Continuing Professional Development trainer shall be made to the Board in the prescribed manner and accompanied by the prescribed fee.

5.4 The Board may grant accreditation to a Continuing Professional Development trainer for a specified period and subject to such terms and conditions as it may determine.

5.5 An accredited Continuing Professional Development trainer shall—

- (a) deliver only Continuing Professional Development activities approved by the Board;
- (b) comply with the Board's Continuing Professional Development Policy and guidelines; and
- (c) not independently offer, approve, or award Continuing Professional Development activities or points.

5.6 The Board may suspend or withdraw accreditation of a Continuing Professional Development trainer where the trainer—

- (a) fails to comply with the conditions of accreditation;
- (b) delivers Continuing Professional Development activities contrary to Board approval; or
- (c) engages in conduct inconsistent with professional standards.

5.7 The Board may renew accreditation of a Continuing Professional Development trainer subject to compliance with the requirements prescribed by the Board.

5.8 The Board may issue guidelines for the effective implementation of this Schedule, provided that such guidelines shall be consistent with the Act and these Regulations.



## FORM HRB 11

### HYDROLOGISTS REGISTRATION BOARD

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P.O. BOX 51224 – 00100  
NGONG ROAD, MAJI HOUSE  
NAIROBI

#### ANNUAL RETURN OF CONTINUING PROFESSIONAL DEVELOPMENT (CPD) ACTIVITIES

*(To be completed in BLOCK LETTERS and submitted in accordance with the CPD Regulations)*

##### A. REGISTRANT DETAILS

1. Full Name: .....
2. HRB Registration Number: .....
3. Professional Category .....
4. Employer / Organization: .....

##### B. CONTACT INFORMATION

1. Postal Address: .....
2. Telephone: .....
3. Email Address: .....

##### C. CPD REPORTING PERIOD

1. CPD Year: .....
2. Period Covered: From ..... To .....

##### D. RECORD OF CPD ACTIVITIES UNDERTAKEN

No.	Date	CPD Activity / Course Title	Organizer / Provider	Category	CPD Units
1.					
2.					

*(Attach copies of certificates or other documentary evidence)*

##### E. SUMMARY OF CPD UNITS

Description	CPD Units
Minimum CPD Units Required	
CPD Units Attained	
Balance / Excess	

##### F. DECLARATION BY REGISTRANT

I declare that the information provided in this Annual Return of CPD Activities is true, accurate, and in compliance with the CPD Regulations of the Hydrologists Registration Board. I understand that failure to comply may affect renewal of my registration.

Registrant's Signature: ..... Date: .....



FORM HRB12

HYDROLOGISTS REGISTRATION BOARD

THE REGISTRAR

HYDROLOGISTS REGISTRATION BOARD

P.O BOX 51224-00100

NGONG ROAD

MAJI HOUSE

NAIROBI

**APPLICATION FOR ACCREDITATION AS A CONTINUING PROFESSIONAL  
DEVELOPMENT TRAINER**

*(To Be Completed by the Applicant in Block Letters)*

**PART A — PARTICULARS OF THE APPLICANT**

1. Full Name

.....

2. Registration Category (tick as applicable):

A Registered Professional under this Act.

3. Registration Number (where applicable):

.....

4. National Identification / Registration Number:

.....

5. Postal Address:

.....

6. Email Address:

.....

7. Telephone Number:

.....

**PART B — ACADEMIC AND PROFESSIONAL QUALIFICATIONS**

1. Highest Academic Qualification Attained:

.....

2. Awarding Institution:

.....

3. Area(s) of Professional Specialisation Relevant to CPD Training:

.....

4. Summary of Professional Experience in the Subject Area (attach details where necessary):

.....

**PART C — PROPOSED CPD TRAINING AREAS**

12. Proposed Subject Area(s) for CPD Training (tick or specify):

Surface Water Hydrology

Groundwater Hydrology

Hydrometeorology



- Water Resources Assessment and Management
- Hydrological Modelling and Data Analysis
- Water Quality and Environmental Hydrology
- Water Quality and Environmental Hydrology
- Other (specify): .....

13. Mode of CPD Delivery Proposed (tick as applicable):

- Physical (In-person)
- Online
- Hybrid

#### **PART D — DECLARATION AND UNDERTAKING**

I, the undersigned, hereby declare that —

- (a) the information provided in this application is true and accurate to the best of my knowledge;
- (b) I meet the requirements for accreditation as a Continuing Professional Development trainer under the Regulations;
- (c) I undertake to deliver only Continuing Professional Development activities approved by the Board;
- (d) I undertake to comply with the Board's Continuing Professional Development Policy and guidelines; and
- (e) I acknowledge that accreditation as a Continuing Professional Development trainer does not permit me to independently offer, approve, or award Continuing Professional Development activities or points.

#### **PART E — SIGNATURE**

Name of Applicant:

.....

Signature:

.....

Date: .....

Official Stamp (where applicable)



## SEVENTH SCHEDULE R19(3)

### FORM HRB13

### HYDROLOGISTS REGISTRATION BOARD

THE REGISTRAR  
HYDROLOGISTS REGISTRATION BOARD  
P.O. BOX 51224 – 00100  
NGONG ROAD, MAJI HOUSE  
NAIROBI

### CALIBRATION SERVICE REQUEST FORM

#### PART A — PARTICULARS OF THE PERSON REQUESTING CALIBRATION

1. Full Name: .....
2. Firm Name: .....
3. Contact Phone No. .....
4. Email address .....
5. Postal Address .....
6. Physical Location .....

#### PART B — SERVICE REQUIRED

**Tick any that apply**

The following equipment is/ are being sent by courier/ by our representative for calibration  
[ ] being sent by courier  
[ ] being sent by our representative

This form is being submitted for requesting a quotation

#### PART C — PARTICULARS OF THE EQUIPMENT

- (a) Name of the equipment: .....
- (b) Manufacturer: .....
- (c) Model: .....
- (d) Serial No. / ID No.: .....
- (e) Accessories: .....



(f) Documents enclosed (if any) .....

(g) Any other details: .....

#### **PART D — REQUIREMENT FOR CALIBRATION**

Reason for Calibration:  Scheduled  New Item  Repaired  Demand by the Board   
] Other (specify) .....

Desired Calibration Interval:  6 Months  12 Months  Other: .....

Standard Required:  ISO 17025  Manufacturer Specs  Other: .....

#### **PART E — SHIPPING DETAILS**

In case you sending equipment alongside this letter, please mention the following:

Courier/ cargo name: .....

Local contact of courier/ cargo company: .....

Date of dispatch: .....

Any other details: .....

#### **PART F — COLLECTION (If applicable)**

Return via Courier  Self-Pickup

Return Address: .....

Name of Contact person:

.....

Contact telephone number:

.....

#### **PART G — PAYMENT DETAILS**

Prior to making a request for calibration / sending an equipment for calibration, payments must be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and original banking slip forwarded to the Registrar, Hydrologists Registration Board.

#### **PART H — SIGNATURE OF THE APPLICANT**

Name: .....

Signature: .....

Date :..... Official Stamp (where applicable)



## **EIGHTH SCHEDULE**

*r15(1)*

### **GUIDELINES FOR DEVELOPMENT OF HYDROLOGICAL REPORT**

#### **1.0 Purpose and Application**

1.1 This Schedule prescribes the minimum requirements for the preparation and submission of hydrological reports for purposes of certification by the Board under these Regulations.

#### **2.0 Qualification of Author**

2.1 A hydrological report shall be prepared, signed, dated, and stamped by a licenced—

- (a) hydrologist;
- (b) consultant hydrologist; or
- (c) person registered under section 19 of the Act

#### **3.0 Minimum Contents of a Hydrological Report**

A hydrological report submitted for certification shall, at a minimum, contain the following—

##### **3.1 Introduction and Background**, including—

- (a) description of the proposed project or activity;
- (b) objectives and scope of the hydrological study; and
- (c) description of the study area.

##### **3.2 Catchment and Site Characteristics**, including—

- (a) topography and physiography;
- (b) climatic characteristics;
- (c) land use and land cover;
- (d) geology and soils; and
- (e) surface water and groundwater characteristics.

##### **3.3 Data and Methodology**, including—

- (a) sources and types of hydrological and meteorological data used;
- (b) data quality, reliability, and limitations;
- (c) methods of data collection and analysis; and
- (d) description of models, tools, or analytical approaches applied.

##### **3.4 Hydrological Analysis**, including—

- (a) rainfall and runoff analysis;
- (b) streamflow, flood, or drought assessment, where applicable;
- (c) water balance analysis;
- (d) water properties; and
- (e) determination of hydrological design parameters, where applicable.

##### **3.5 Findings and Discussion**, including—

- (a) presentation of results;
- (b) interpretation of hydrological impacts; and
- (c) implications for the proposed activity or design.

##### **3.6 Conclusions and Recommendations**, including—

- (a) summary of key findings; and
- (b) recommendations for implementation, mitigation, or management measures.



### **3.7 References and Annexes, including—**

- (a) references to data sources, literature, and standards used; and
- (b) supporting maps, calculations, datasets, and annexes.

### **4.0 Submission and Certification**

4.1 A hydrological report shall be submitted to the Board in physical and electronic form in the prescribed manner.

4.2 The Board may require submission of raw data or supporting information used in the preparation of the report.

4.3 A hydrological report shall not have legal authority for implementation purposes until it has been certified by the Board.

### **5.0 Technical Guidelines**

5.1 The Board may issue detailed technical guidelines to support the preparation, assessment, and certification of hydrological reports.

5.2 Technical guidelines issued under paragraph 5.1 shall be consistent with this Schedule and may be reviewed from time to time



## NINTH SCHEDULE

### CODE OF CONDUCT AND ETHICS FOR REGISTERED PERSONS

**PURSUANT to section 4 of the Hydrologists Act, the Hydrologists Registration Board issues this Code of Conduct and Ethics, which shall be observed by and binding upon all persons registered or licensed under the Act.**

#### 1. Citation

This Code may be cited as the *Code of Conduct and Ethics for Hydrology Professionals*.

#### 2. Application

This Code shall apply to all persons registered under the Act (hereinafter referred to as “registered person”).

#### 3. Fundamental Principles

Every registered person shall uphold and advance the integrity, honour, and dignity of the hydrology profession by—

- (a) applying hydrological knowledge and skills for the sustainable management and protection of water resources;
- (b) acting honestly, impartially, and responsibly in service to the public, employers, and clients; and
- (c) striving to enhance the competence, credibility, and standing of the hydrology profession.

#### 4. Fundamental Canons

A registered person shall—

- (a) hold paramount the protection of public safety, water resources, and the environment;
- (b) perform professional services only in areas of competence;
- (c) issue professional opinions, reports, and statements objectively and truthfully;
- (d) act as a faithful agent or trustee for each employer or client and avoid conflicts of interest;
- (e) build professional reputation on merit and competence, and not engage in unfair competition;
- (f) conduct themselves in a manner that upholds the integrity and dignity of the profession; and
- (g) continuously improve professional competence and support the development of persons under their supervision.



## **5. Obligations of registered persons**

- (1) A registered person shall recognize that their primary obligation is to protect public welfare, water resources, and environmental sustainability.
- (2) A registered person shall prepare, approve, or certify only those hydrological reports, designs, or studies that conform to applicable laws, standards, and professional guidelines.
- (3) A registered person shall not associate with any person or firm engaged in fraudulent, dishonest, or unethical hydrological practices.
- (4) A registered person shall be objective and truthful in professional reports, testimony, and communications.
- (5) A registered person shall express professional opinions only when founded on adequate knowledge and competence.
- (6) A registered person shall take reasonable steps to prevent environmental degradation, depletion of water resources, or misuse of hydrological data.

## **6. Obligations to Employer or Client**

- (1) A registered person shall act as a faithful agent or trustee for each employer or client.
- (2) A registered person shall disclose all actual or potential conflicts of interest.
- (3) A registered person shall not accept compensation from more than one party for the same assignment without full disclosure and consent.
- (4) A registered person shall not solicit or accept inducements that may compromise professional judgment.
- (5) Confidential information obtained in a professional capacity shall not be disclosed without consent, except where required by law.
- (6) A registered person serving in public office shall not participate in decisions where a conflict of interest exists.
- (7) A registered person shall not misrepresent qualifications, experience, or responsibility.
- (8) Where professional advice is rejected and public or environmental risk is foreseeable, the registered person shall notify the client or appropriate authority.

## **7. Integrity of a Hydrology Professional**

- (1) A registered person shall uphold the highest standards of integrity and shall—
  - (b) acknowledge errors when established; and
  - (c) refrain from misrepresentation or distortion of facts.
- (2) A registered person shall serve the public interest and promote understanding of hydrology and water resource management.
- (3) A registered person shall avoid conduct likely to discredit the profession.

## **8. Confidentiality and Disclosure of Information**

A registered person shall not disclose confidential or proprietary information obtained in the course of professional practice except with consent or as required by law.



## **9. Conflict of Interest**

A registered person shall not allow professional judgment to be influenced by improper interests and shall not accept —

- (a) inducements from suppliers or contractors for specifying products or services; or
- (b) commissions related to work for which the registered person is responsible.

## **10. Compensation**

A registered person shall uphold principles of fair and appropriate compensation consistent with professional responsibility and integrity.

## **11. Unfair Practice**

- (1) A registered person shall not compete unfairly or attempt to undermine the professional reputation of others.
- (2) A registered person shall not accept professional engagements under conditions that compromise independence or objectivity.
- (3) Alleged unethical or illegal practices shall be reported to the Board.

## **12. Hydrology Practice**

- (1) A registered person shall practise only in accordance with the terms, conditions, and scope of the licence issued by the Board
- (2) A registered person shall accept responsibility for professional work undertaken and comply with the Act and Regulations.

## **13. Recognition of Proprietary Interests**

- (1) A registered person shall give due credit for work contributed by others.
- (2) Proprietary data, reports, or models shall not be reused without authorization.

## **14. Professional Development and Advancement**

A registered person shall support the advancement of the profession through mentoring, training, research, and continued professional development.

## **15. Advertising and Publications**

A registered person shall not engage in misleading advertising or self-laudatory publications that demean the profession.

## **16. Breach of the Code**

A registered person shall not assist or condone breach of this Code and shall report unethical conduct to the Board.

## **17. Penalties**

A registered person who contravenes this Code commits professional misconduct and shall be subject to disciplinary action in accordance with the Act and these Regulations.



Made on the ..... 2026.

**ERIC MURITHI MUGAA,**  
*Cabinet Secretary for Water, Sanitation and Irrigation.*